IMAC/W-2 C&I IT Subcommittee - Minutes

Thursday, February 9, 2006

Reminder: See meeting handouts for details.

Attendees: Tony Sis, Janet Even, Alok Dalal, Liz Green, Eduardo Zarate, Autumn Arnold, Melissa Henderson, Dave Hippler, Theresa Fosbinder, Evie Ryan, Seth Mandel, Bob Martin, Divya Nidhi, Luann Page, Manny Raynal, Kevin Raines, Laurie Teubert, Jayne Wanless, Barb Apel, Bill Blank. ***On the phone:*** Bill Blank, Jeanne Brandl, Sheila Drays, Russell Yancey, Shirley Kitchen, Pat Beining

1. Did introductions. Reviewed and approved January minutes. One correction/ clarification to the January minutes was made on point #8, added ". . . April/May, at best case, due to the complexities of the policies and procedures to support the process." as it had been left out of the original.

2. It was noted that there was no one in attendance from DWD/W-2 program, policy or IT side of things.   Bob took it as an action item to notify DWD via the BAM (Business Area Mangers) and/or CMT (CARES Management Team).

3. Due to scheduling conflicts, the IMAC/W-2 C&I IT Subcommittee meetings will be moved to the 2nd **FRIDAY** of each month, beginning March 10, 2006.

4. Bob and Dave gave a brief status update about the ECF roll-out.   Dane noted that they figured they'd need about 1.5 FTE doing scanning, going forward.

5. Evie noted that the decision was made for both IM programs and CC/W-2 programs, the EVF would be sent to the employer with a notice to the client that the EVF had been sent to their employer and that their employer had 30 working days to get the EVF returned and/or the client could bring/send in other proof of employment (i.e. check stubs).

6. Autumn, Janet and Melissa reviewed the in-box and the AFB (Apply For Benefits) concepts.   Discussion centered on ways to sort/view items in the in-box (a lot of flexibility, yet hard to define a "statewide" model) and security/ visibility rights vs. functionality and what was tied to user profiles. Also reviewed screens for mail-in apps and how to assign/designate those apps to which worker.

7. Evie reviewed CARES Moves for Rolling 12 months – see handout